

### **Induction for new members of the PRC, its Subcommittees and Working Groups**

Before the first scheduled meeting of the PRC, a sub-committee of PRC or a working group of PRC for the year, the Chair or her or his nominee will meet with any new members to brief them on its terms of reference and schedule of business. Such a briefing will also be provided to any new member who joins the PRC, sub-committee or working group during the year, preferably before he or she attends a meeting. While it would be appropriate for the Committee Secretary to be present during this briefing, the chair is not to delegate this task to the Committee Secretary.